

~~SECRET~~

ATTACHMENT 7A

**BACKGROUND INFORMATION AND JUSTIFICATION
FOR AN DIVISION'S REQUIREMENT FOR NEW
OFFICE SPACE FOR [REDACTED]**

25X1A2g

25X1A2g

[REDACTED]

2. This space is unsuitable from a security standpoint because another Agency unit is located in the immediate area bearing the same basic unit designation. A further general consideration is the curiosity about the 3 blind contract employees of the [REDACTED]. In addition, the amount of space is inadequate to cover the requirements of the [REDACTED] employees and the additional employees (approximately 17) to be assigned in the near future, together with the 3 new pieces of cabinet-mounted equipment which necessitates a corresponding increase in electrical wattage and floor space.

25X1A2g

25X1A2g

25X1A2g

3. By letter dated 9 August 1961, this office requested the General Services Administration to relocate the [REDACTED] Production Unit as soon as possible in a location reasonably convenient to the Agency Headquarters at Langley, Virginia. The letter stated that the space was to be located in a Federal building if space which met our specifications could be located therein, but if not, in suitable commercial space. Further, this letter committed the Agency to reimburse GSA for the cost of rent, alterations and incidental services for the balance of

GROUP 1
Excluded from automatic
downgrading and
declassification

SECRET

Fiscal Year 1966, and thereafter until the GSA could include these expenses in its budget base, in accordance with Bureau of the Budget Bulletin 54-1, dated September 29, 1961.

4. Since receipt of our requirement, GSA has suggested 4 blocks of space all of which were considered from the standpoint of occupancy, location, security and economy, but were found to be deficient in one or more respects. These deficiencies included:

a. Locations undesirably far from Headquarters Building.

b. Locations unsatisfactory from a security standpoint.

c. One location adjacent to a legitimate [redacted] organization, which is deemed undesirable in view of [redacted].

5. Commercial space which appears to be entirely suitable for [redacted] use has been located on the north half of the 11th floor in the building situated at [redacted].

It has the following desirable attributes:

a. Immediately available.

b. This location has approximately 1,500 square feet of usable floor space which approximates the [redacted] requirement of 1,500 square feet.

c. Electrical power load facilities, cooling facilities and overall usable space are adequate for present and projected personnel and equipment.

d. The specific floor location and general disposition of floor space is particularly realistic when dealing with the factors of unauthorized egress or intentional entry during working hours. In addition, the space is so situated that security problems and related security costs would be reduced to a minimum.

25X1C4a

25X1C4a

25X1A2g

25X1A2g

25X1A6a

25X1A6a

25X1A2g

~~SECRET~~

25X1A2g
e. Parking, public transportation and building lunch facilities are very desirable in consideration of the present and future wide range of [redacted] contract employees.

6. In surveys made by personnel of the Planning Staff, Office of Logistics and GSA, this building was the only one found that met space and security specifications.

25X1A2g
25X1C4a
25X1A2g
7. While the exact annual cost of the proposed space is subject to GSA negotiations, we anticipate that it will be approximately \$4.87 or slightly less per square foot. Although GSA representatives indicate that comparable space in other buildings can be obtained for \$4.22 or slightly less per square foot, increased security and possible compromise of the [redacted] personnel [redacted] arrangement would more than offset any foreseeable savings in rental costs. It is noteworthy that the [redacted] estimated an obligation of \$21,000 for office rental space (500 sq. office/work space 2,000 sq. ft. @ \$4.50 per sq. ft.) and \$15,000 for renovations of work space for transcribing (partitioning, noise control, etc.).